

Information Technology Resource Management Council (ITRMC)
Access Idaho Steering Committee

Meeting Minutes

(Approved by Committee December 4, 2003)

October 30, 2003

The Access Idaho Steering Committee monthly meeting was held on Thursday, October 30, 2003, from 1:40 to 3:20 p.m., in Conference Room 155 of the LBJ Building, Boise, Idaho.

CALL TO ORDER, WELCOME

Chairman **Bill Farnsworth**, who welcomed members and others in attendance, called the meeting to order.

ATTENDANCE

Members Present:

Bill Farnsworth, ITRMC Staff
Chuck Goodenough, Secretary of State's Office
John McAllister, Department of Labor
Susan Simmons, Idaho Transportation Department
Jeff Walker, Access Idaho

Absent Member(s):

Mark Little, Division of Purchasing
Rob Spofford, Department of Water Resources

Others Present:

Jon Eckerle, Department of Administration
Emily Gales, ITRMC Staff

MOTION: Simmons moved and Goodenough seconded a motion to approve the September 25, 2003, Access Idaho Steering Committee Meeting Minutes, and the motion passed unanimously.

REPORT FROM ACCESS IDAHO

Jeff Walker, Access Idaho, reviewed the monthly Access Idaho **General Manager's (GM) Report** (refer to handout: http://www2.state.id.us/itrmc/committees/accessidaho/gm_reports/sept03.pdf).

IDAHO.GOV URL APPROVALS

The **Department of Commerce** (IDOC) had requested the use of a long list of second-level uniform resource locators (URLs). Said Chairman Farnsworth, this issue with the number of requested URLs was one concerning ITRMC policy. From a marketing standpoint, IDOC reasoning for reserving the URLs was to prevent other entities from doing so. Farnsworth would try to convince the IDOC to reduce the size of the list.

There was brief discussion on the joint use of '**idahoworks.gov**' by the IDOC and Department of Labor (Labor).

John McAllister, Labor, inquired about the use of 'idahojobservice.gov.' If approved by the Steering Committee, a formal request would be made to the U.S. Department of Commerce.

MOTION: McAllister moved and Simmons seconded a motion to allow the Idaho Department of Labor to use the URL 'idahojobservice.gov,' and the motion passed unanimously.

NEW BUSINESS

Discussion Points:

- **2003 National Information Consortium (NIC) eGovernment Leadership Summit.** Chairman Farnsworth updated Committee members on an event he and Walker recently attended in New York City. He shared a few good ideas with the group. Pertaining to online applications, Idaho was doing well overall, he said. A lot of the applications demonstrated at the Summit had already been implemented, or were being planned for implementation, in Idaho.
 - There was brief discussion of how other NIC states handled the approval of '.gov' domain names.
 - Farnsworth mentioned some states had developed specific portals for various statewide areas/issues. Along those lines, he was interested in the establishment of a **business portal for Idaho**, and had made a list of potential participating agencies. McAllister advised Labor would be interested in participating. This was discussed further.
 - **NIC services.** Chairman Farnsworth then touched on what kinds of services NIC could possibly offer the State, such as a disaster recovery site.
 - **Disaster recovery site.** Walker advised he had worked with State of Nebraska representatives while attending the Leadership Summit; development of some procedures for a centralized data center that could serve as a warm back-up site was considered.
 - Equipment location as it related to disaster recovery was discussed.
 - 24/7 customer service. The possible need for a 24-hour help line was talked about.
 - **Microsoft .NET.** Walker briefly discussed the State of Kentucky's experience with .NET (a set of software technologies for connecting information, people, systems, and devices). Idaho State agency use of the technology was touched on, as well as future use by Access Idaho.
 - Portal web services. McAllister wondered if Access Idaho was planning to offer web services to agencies. Walker advised yes; the timeframe was in excess of six months.

REPORT FROM ACCESS IDAHO (continued)

- **Online vehicle registration renewals.** Walker advised Oneida and Gooding Counties were next in line for implementation of online vehicle registration renewals. Access Idaho would train county staff on financial reporting. Walker then reviewed the process of bringing these applications online. He explained Access Idaho would solicit other counties regarding implementing this application in December or January.
 - About 900 Ada County vehicle registrations had been renewed online so far in October.
- **Upcoming Access Idaho projects.** Refer to handout:
http://www2.state.id.us/itrmc/committees/accessidaho/m031030/ai_projects.pdf.
- **Access Idaho charges / proposed POS fee schedule.** Per Susan Simmons' (Idaho Transportation Department) September 25 request for a list of per agency/per application charges, Walker reviewed a list of portal/credit card fees (see: http://www2.state.id.us/itrmc/committees/accessidaho/minutes/m031030/ai_feechart.pdf), as well as a proposal for an Access Idaho point of sale (POS) application fee schedule (see: http://www2.state.id.us/itrmc/committees/accessidaho/minutes/m031030/ai_pos.pdf). Both documents were discussed in detail.
 - *Farnsworth would discuss the proposed POS fee schedule with the Department of Administration's deputy attorney general.*
 - Simmons was concerned that fees were not being applied consistently from agency to agency. In addition, she took issue with Access Idaho's additional charge (above credit card fees) to agencies to earn back development costs incurred. Walker advised the add-on fee would

enable the portal to grow (both in staff and equipment) and better serve the State, accordingly. He welcomed alternative fee schedule suggestions; and there was more discussion on the charges set by Access Idaho. *Walker was asked to provide a list of fees, including how they were paid, and organized by agency.*

IDAHO.GOV

Jon Eckerle, Department of Administration (DoA), addressed the group (refer to handout: <http://www2.state.id.us/itrmc/committees/accessidaho/minutes/m031030/dot-gov.pdf>). He explained he would soon propagate domain name server (DNS) entries for third-level 'idaho.gov' URLs (*AgencyAbbreviation.idaho.gov*). In addition, the DoA would publish a website allowing agencies to apply for brand new third-level domains in about two weeks. There was some discussion concerning the 'idaho.gov' domain.

ADJOURNMENT

As there was no other business to come before the Committee, Chairman Farnsworth thanked those in attendance and adjourned the meeting at 3:20 p.m. The next Access Idaho Steering Committee meeting was scheduled for Thursday, November 20, 2003, from 1:30 - 3:20 p.m. in Conference Room 155 of the LBJ Building, 650 West State Street, Boise.

Respectfully submitted,

Emily Gales, ITRMC Assistant